



**County of Los Angeles
COMMUNITY AND SENIOR SERVICES**

3175 West Sixth Street • Los Angeles, CA 90020
Tel: 213-738-2600 • Fax 213- 487-0379

Enriching Lives Through Effective And Caring Services



lacounty.gov
Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich

css.lacounty.gov
Cynthia D. Banks
Director
Otto Solórzano
Chief Deputy

June 07, 2011

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

#15 JUNE 7, 2011

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Dear Supervisors:

AUTHORIZATION TO ACCEPT OLDER AMERICANS ACT TITLE III-C (C-1 and C-2) AND TITLE III-D GRANT AWARDS AND APPROVAL TO EXECUTE CONTRACTS AND CONTRACT AMENDMENTS WITH THE CALIFORNIA DEPARTMENT OF AGING (CDA) AND FOOD AND NUTRITION MANAGEMENT SERVICES (FNMS) FOR THE PROVISION OF EFFECTIVE NUTRITIONAL HEALTH ASSESSMENT AND NETWORKS OF CARE FOR THE ELDERLY SERVICES

SUBJECT

Community and Senior Services (CSS) seeks delegated authority to: 1) accept Older Americans Act (OAA) grant awards and any additional funding from the California Department of Aging (CDA) for the funding period beginning July 1, 2011 through June 30, 2015, and execute contracts and contract amendments with the CDA throughout the funding period; 2) execute a contract with Food and Nutrition Management Services (FNMS) for the provision of one-to-one services to seniors who have diabetes and/or are at moderate or high nutritional risk, and their primary caregivers through the Effective Nutritional Health Assessment and Networks of Care for the Elderly (ENHANCE) Program; 3) execute contract amendments with FNMS within the contract term to increase or decrease the contract amount; and 4) execute a Cost of Living Adjustment (COLA) to the contracted agency consistent with the County's established policy and contract language.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Delegate authority to the Director of CSS, or designee, from the Los Angeles County Area Agency on Aging (AAA), Planning and Service Area (PSA) 19, to accept OAA Title III-C (C-1 and C-2) and Title III-D grant awards and any additional funding thereto from the CDA for each year of the funding period beginning July 1, 2011 through June 30, 2015, under the following CDA contract numbers: 1) AP-1112-19 (for FY 2011-12); 2) AP-1213-19 (for FY 2012-13); 3) AP-1314-19 (for FY 2013-14); and, 4) AP-1415-19 (for FY 2014-15); and execute annual contracts and all future contract

amendments with the CDA required for acceptance of these funds, during the funding period, provided that: 1) the referenced CDA contract numbers do not change during the four-year funding period, and 2) the Director of CSS, or designee, notifies your Board and the Chief Executive Officer (CEO) in writing within ten work days of accepting the funding.

2. Delegate authority to the Director of CSS, or designee, to negotiate and execute a contract with FNMS (Contract Number ENH-1115-01) for the provision of specialized ENHANCE Program services for a four-year contract term, effective July 1, 2011 through June 30, 2015, after County Counsel (Counsel) approval of the contract as to form. The estimated amount for FY 2011-12 is \$510,000. Overall funding for this agency is subject to the availability of funds each fiscal year and the agency's performance in meeting the goals of the ENHANCE Program in the County.

3. Authorize the Director of CSS, or designee, to execute contract amendments as needed throughout the contract term effective July 1, 2011 through June 30, 2015, in order to add, when possible, any relevant new or updated County contract terms; and to increase contract amounts by no greater than 10% of the maximum contract sum or decrease contract amount based on contractor performance and availability of funding provided that: (a) approval of Counsel as to form is obtained prior to any such amendment and (b) the Director of CSS, or designee, confirms in writing to your Board and the CEO within 30 days after such amendments have been executed. This action would ensure full expenditure of the ENHANCE Program funds and is consistent with the Board's policy requiring review of contractor performance.

4. Authorize the Director of CSS, or designee, to execute and approve COLA increases or decreases to the contracted agency at the Director's discretion, consistent with the County's established policy and contract language.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended actions will enable CSS to continue administration of the ENHANCE Program for the contract term beginning July 1, 2011 through June 30, 2015. This program provides a triage service delivery system to identify and serve those at highest risk for malnutrition and nutrition-related health problems, such as seniors throughout the County who have diabetes and/or are at moderate or high nutritional risk.

The types of services provided through the ENHANCE Program include, but are not limited to, the following: nutrition screening, counseling and intervention for improved nutrition, medication management, disease prevention and health promotion, weight loss and control through physical fitness activities, stress management, and fall prevention for seniors age 60 years and older who have diabetes and/or a nutrition risk score of six or higher and are currently receiving services in a CSS AAA-funded Linkages Program, Support Services Program (SSP), and/or Elderly Nutrition Program (ENP) at congregate sites or through home-delivered meals.

Performance Measures

The success of the ENHANCE Program will be determined based on performance measures which align with State mandated requirements.

Implementation of Strategic Plan Goals

The recommended actions support the County's Strategic Plan Goals: Goal #1 Operational

Effectiveness, Goal #2 Children, Family and Adult Well-Being, and Goal #4 Health and Mental Health.

FISCAL IMPACT/FINANCING

The recommendations have no impact on Net County Cost. The ENHANCE Program is fully financed with OAA grant funds received from the CDA annually. Funding for the ENHANCE Program has been included in the Department's FY 2011-12 recommended budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On May 19, 2009, your Board approved a one-year contract term, effective July 1, 2009 through June 30, 2010, and one optional 12-month extension for FY 2010-11 with FNMS, and approved delegated authority for the Director of CSS, or designee, to execute contract amendments with FNMS, as needed, throughout the contract term and one-year extension.

The current ENHANCE Program contract with FNMS is due to expire on June 30, 2011. CSS released a RFP in February 2011 to solicit proposals from qualified agencies to provide ENHANCE Program services beginning July 1, 2011 for a four-year contract term, commencing July 1, 2011 through June 30, 2015, contingent upon the availability of funds and contractor performance.

FNMS was the sole responder and proposed the unit rates specified on Attachment A. FNMS is being recommended for funding and is in compliance with all Board requirements.

The ENHANCE Program contract contains COLA language that is consistent with current County policy. County Counsel approval as to form will be obtained prior to execution of the contract and any amendments with FNMS. County Counsel and CEO have reviewed this letter as to form.

CONTRACTING PROCESS

On February 25, 2011, CSS released a RFP to solicit proposals from qualified agencies to provide ENHANCE Program services to eligible adults aged 60 and above. CSS sent over 600 letters of interest from a compiled address list to potential bidders in all supervisorial districts, including the Los Angeles County Commission for Older Adults (LACCOA) members and current AAA-funded agencies. The RFP was advertised in greater Los Angeles County newspapers such as the Los Angeles Times, L.A. Watts Times, Antelope Valley Press, San Gabriel Valley Tribune, Daily Breeze, Daily News, Long Beach Press Telegram and HOY. The RFP and all related documents were also posted and available on the CSS, Internal Services Department (ISD) and County Office of Small Business (OSB) websites.

In response to the RFP, one agency submitted a proposal to provide ENHANCE Program services. FNMS is being recommended for funding having satisfied the evaluation criteria by receiving a score of 700 or higher (out of a total 1,000 possible).

The ENHANCE contract is not a Proposition A contract in which living wage laws would be applicable. CSS is not capable of providing the direct nutritional health assessment and network of care services.

Monitoring

Monitoring of the ENHANCE Program will be conducted on an annual basis and will include administrative and programmatic monitoring to ensure contract compliance. Program monitoring is accomplished through the CSS Contract Compliance Division. Fiscal compliance monitoring will be conducted biannually by an approved vendor procured through the Auditor-Controller.

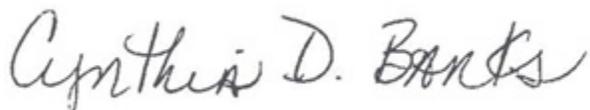
IMPACT ON CURRENT SERVICES (OR PROJECTS)

The recommended actions will assure the continuation of the ENHANCE Program services throughout the County of Los Angeles enabling older adults to continue healthy, independent living.

CONCLUSION

Upon Board approval, please provide one copy of the adopted Board letter to Ms. Sonja Ivey-Rojas, CSS, 3175 West Sixth Street, Room 403, and Los Angeles, CA, 90020 or via E-mail at: siveyrojas@css.lacounty.gov. If you need to contact Ms. Ivey-Rojas, her telephone number is (213) 351-8917.

Respectfully submitted,



CYNTHIA D. BANKS

Director

CDB:OS:MQ:
CD:SIR

Enclosures

c: Chief Executive Officer
Acting County Counsel
Executive Officer, Board of Supervisors

**COMMUNITY AND SENIOR SERVICES
AREA AGENCY ON AGING (AAA)
2011-15 ENHANCE PROGRAM**

SERVICES	UNIT COST
Nutrition Counseling	\$60.00
Food & Medication Interaction	\$50.00
Pharmacy Medication Review	\$50.00
Physical Fitness Class	\$50.00
Nutrition Education Class	\$50.00